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Supplement to Standing Orders.

# London County Council.

## STANDING ORDERS

OF THE

## COUNCIL

RELATING TO

## PROCEDURE AT MEETINGS OF THE COUNCIL.

(ALTERATIONS AND ADDITIONS MADE BY THE COUNCIL  
ON 22ND DECEMBER, 1908.)

G. L. GOMME,  
*Clerk of the Council.*

Spring Gardens, London.  
14th January, 1909.

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# London County Council.

## STANDING ORDERS

RELATING TO

### PROCEDURE AT MEETINGS OF THE COUNCIL.

*(Alterations and additions made by the Council on 22nd December, 1908.)*

I.—*The following standing orders were rescinded by the Council:—*

Nos. 10, 63, 66, 76 and 81.

II.—*The following standing orders were varied, and now take the form as follows:—*

*Meetings open to press and public.*

3.—(1) Except where otherwise provided all meetings of the Council shall be open to the press and the public. Open to press and public.

(2) In the event of disorder in the public gallery it shall be competent to the chairman at his discretion to take all steps necessary for the removal of any person from the gallery, and thereafter for the exclusion from the gallery of any person so removed, either for the remainder of the sitting or for such shorter period as in the judgment of the chairman may be sufficient to prevent a recurrence of such disorder. Disorder in public gallery.

[19-3-89. 7-7-08. 22-12-08]

*Adjournment after five hours.*

9.—(1) Five hours after the commencement of any meeting the Council shall adjourn unless at the time in question or within the previous hour the Council resolves, on motion, to continue the sitting. The Adjournment after five hours

motion, which shall be put without debate, may with the consent of the Council limit the business to be dealt with at the continued sitting.

(2) Whether the sitting be continued or not the Council before adjourning shall take unopposed business.

(3) The period of five hours referred to in this order shall be inclusive of any temporary adjournment.

(4) This order shall not apply to any meeting of the Council sitting as the licensing authority in respect of music, music and dancing and stage plays licences.

[30-3-97. 19-7-04. 22-12-08]

### *Questions.*

Questions at  
ordinary  
meetings.

28.—At an ordinary meeting of the Council questions relevant to the general work or procedure of the Council may be put without comment and without prejudice to the right of a member to speak on any motion before the chair, subject to the following conditions—

Written notice  
of questions.

(1) Notice of questions must be given in writing to the clerk of the Council not later than the first post on the day of the meeting, and he shall forthwith furnish copies of such questions to the chairman of the Council and to the chairmen of the committees concerned; and if the chairman of the Council is of opinion that a question is out of order or unduly long, he shall cause the member to be so informed, and shall not allow the question to be put.

Questions to  
chairmen of  
committees—

(2) Questions germane to the work of a committee shall be put to the chairman of the committee or to the member bringing up a report of the committee. Such questions shall be put when a report of the committee is under consideration, and at no other time, provided that—

On reception  
and on recom-  
mendation.

(a) Questions other than those relating to a paragraph in the report containing a recommendation must be put when the report is called by the chairman and before a debate arises on the motion that the report be received, and questions relating to a paragraph containing a recommendation must be put when the recom-

mendation is called by the chairman and before a debate arises thereon.

(b) Questions relevant on the reception of the report may be put to the chairman of the committee on his statement, when the report of the committee is called by the chairman, that the report is not submitted; but such questions shall not be allowed at this stage if there be any further report of the committee for submission at the meeting. On non-submission of report.

(c) If there be no report of the committee for submission at the meeting, questions may, by consent of the chairman and at such stage as he may determine, be put to the chairman of the committee. Where no report before Council.

(3) Without notice as aforesaid no question shall be put except questions of urgent importance of which the chairman shall be the judge. Questions without notice.

(4) If after a reply to a question a member considers that his question requires further elucidation he may ask for a further reply but otherwise no supplemental question may be put except by leave of the chairman. Supplemental questions.

At a special meeting of the Council questions may be put in accordance with the order relating to questions at ordinary meetings, except that questions shall be limited to matters arising for consideration at that meeting. Questions at special meetings.

[25-6-89. 10-5-04. 22-12-08]

### *Reports of committees.*

- 32.—The chairman of a committee or other member when called on to move the reception of a report may state that he does not submit to the Council the report or a paragraph or paragraphs therein as the case may be and it shall not be competent for any member to speak upon any report or paragraph not submitted. Provided that if the chairman of the committee or other member bringing up a report states that he cannot move the report because of his disagreement with it the reception of the report may be moved by Non-submission of reports, etc.
- Disagreement with report.



the vice-chairman of the committee or by some other member on their behalf. [10-5-04. 22-12-08]

Withdrawal of paragraph.

**34.**—(1) The chairman of a committee or other member in charge of a report the reception of which has been moved may withdraw any paragraph with the consent of the Council, which shall be signified without debate, and it shall not be competent for any member to speak upon the paragraph after permission for its withdrawal has been asked for unless such permission shall have been refused.

Alteration of paragraph.

(2) The chairman of a committee or other member in charge of a report may alter any paragraph with the consent of the Council, which shall be signified without debate. [8-10-89. 22-12-08]

*Conduct of debate.*

Length of speeches.

**48.**—No speech shall exceed fifteen minutes in length without the Council's consent which shall be given only where the question under discussion is of exceptional importance. The consent shall be ascertained without debate and shall enable the member speaking to speak for an additional ten minutes, any further extension of time requiring the special consent of the Council and to be for a limited period. This order shall not apply to the speech of the chairman of the Finance Committee when submitting the annual capital or rate and revenue estimates. [21-3-89. 22-12-08]

Irrelevance, etc.

**49.**—(1) The chairman shall call a member to order for irrelevance, repetition, unbecoming language or any breach of order, and may direct such member, if speaking, to discontinue his speech.

Disorder.

(2) In the event of grave disorder or of persistent disregard of the authority of the chair the chairman shall protect the Council in the conduct of its business by directing the member or members causing such disorder or disregarding such authority to retire for the remainder of the sitting or for any less period. When the chairman so directs a member to retire and



the member does not retire forthwith the chairman shall give directions for the removal of the member, and such other directions as are necessary for restoring order to the proceedings. [21-3-89. 22-12-08]

*Order in debate.*

- 55.—When a motion is under debate at any meeting of the Council, no further motion shall be received except the following— Motions and amendments.

*To amend the motion.*

*To refer the recommendation back to the committee.*

*That the consideration of the question be postponed.*

*That the Council do now adjourn.*

*That the debate be adjourned.*

*That the question be now put.*

*That the Council do proceed to the next business.*

[25-6-89. 22-12-08]

*To amend the motion.*

- 62.—No member shall be at liberty to move or second more than one amendment upon any motion. Limit to amendments.

[21-3-89 22-12-08]

*That the consideration of the question be postponed.*

- 64.—Any member of the Council may, at the conclusion of the speech of any other member, move that the consideration of the question be postponed to any stated period, or *àine die*. Such a motion must be seconded, but it need not be reduced to writing. The mover may speak for not more than five minutes, but the seconder shall not be permitted to speak beyond formally seconding it. Upon such a motion being made, the mover of the question under debate may (without prejudice to his ultimate right of reply if the motion be not carried) be heard in reply for five minutes, after which the question shall be put without further debate. Time to move.  
Seconding.  
Reply.

[25-6-89. 22-12-08]

*That the Council do now adjourn.*

- 67.—A member may at the conclusion of the speech of any other member, or on the conclusion of any business, move that the Council do now adjourn, provided that— Time to move.

- Seconding. (1) The mover may speak for not more than five minutes, the seconder shall not speak beyond formally seconding and the mover of the question (if any) under debate on the motion for adjournment being made may be heard in reply for five minutes, but no further debate shall be allowed.
- Reply.
- Support of ten members. (2) It shall be competent to the chairman, at any time after a member rises to move the adjournment, to ascertain whether the motion has the support of ten other members present, who shall signify their support by rising in their places; and if less than ten members rise in their places the motion for adjournment shall be considered as dropped.
- Unopposed business. (3) On a resolution for adjournment the Council before adjourning may take unopposed business.
- Adjournment of original question. (4) On a resolution for adjournment the question (if any) under debate when motion for adjournment was made shall, unless dealt with at the unopposed business stage, stand adjourned to the next meeting.
- Limit to motions. (5) At the same sitting no member may move or second more than one motion for the adjournment of the Council.
- Two-hour rule. (6) A second motion for the adjournment of the Council shall not be made within two hours unless in the opinion of the chairman the course of business justifies such motion. A motion dropping under section (2) of this order shall be deemed for the purposes of this section to have been not made.

[21-3-89. 9-4-89. 25-6-89. 2-7-89. 22-12-08]

**68 to 70.**—*Incorporated in 67 above.*

*That the debate be adjourned.*

- Time to move. **71.**—Any member of the Council may, at the conclusion of the speech of any other member, move that the debate be adjourned. Such a motion must be seconded, but it need not be reduced to writing. The mover may speak for not more than five minutes, but the seconder shall not be permitted to speak beyond formally
- Seconding.

seconding it. Upon such a motion being made, the Reply.  
mover of the question under debate may (without  
prejudice to his ultimate right of reply if the motion be  
not carried) be heard in reply for five minutes, after  
which the question shall be put without any further  
debate. [2-7-89. 22-12-08]

74.—A second motion for the adjournment of the same One-hour  
debate shall not be made within one hour. rule.  
[2-7-89. 22-12-08]

75.—At the same sitting no member shall move or second Limit to  
more than one motion for adjournment of the same motions.  
debate. [21-3-89. 22-12-08]

*That the question be now put.*

77.—It shall be competent for any member at the close Time to move.  
of the speech of any other member to move, without  
debate, that the question be now put, and the motion  
if seconded shall, unless the chairman rule otherwise, Seconding.  
be put forthwith. Should the motion be carried the  
motion or amendment under debate shall be at once  
put. [2-4-89. 22-12-08]

*That the Council do proceed to the next business.*

78.—It shall be competent for any member at the close Time to move.  
of the speech of any other member to move, without  
debate, that the Council do proceed to the next business,  
and, if the motion be seconded, it shall be put forth- Seconding.  
with. [2-7-89. 22-12-08]

80.—During the same debate a second motion that the One-hour  
Council do proceed to the next business shall not be rule.  
made within one hour. [21-3-89. 2-7-89. 22-12-08]

*Voting.*

83.—The mode of voting shall be by members rising in Mode of voting.  
their places, or by a show of hands, unless ten mem-  
bers rising in their places demand a division, or the Divisions.  
chairman thinks a division desirable, in which case  
the procedure shall be as follows—

(a) The chairman shall nominate two tellers for Tellers.  
the “ayes” and two tellers for the “noes.”

Division bell.

- (b) The clerk shall ring the division bell and turn a two-minute sand-glass kept on the table for the purpose. At the expiration of two minutes, and before the division is taken, the doors shall be closed, and thereupon no member shall enter or leave the council chamber, except for the purpose of recording his vote, until the conclusion of the division.

Doors to be closed.

Every member present when question put second time to vote.

- (c) Previously to the tellers taking the division, the question before the Council shall be put again by the chairman, and every member then present (with the exception of the member occupying the chair, with whom it shall be optional whether he votes or not) shall record his vote either for or against the question.

- (d) The "ayes" shall go through the lobby on the chairman's right, and the "noes" shall go through the lobby on the chairman's left, the votes being taken at the respective doors of exit. After all the votes have been taken, members shall re-enter the chamber by the two doors facing the chair.

- (e) No member shall vote in a division unless he shall have been present when the question was put the second time.

Member in wrong lobby.

- (f) If a member shall go into the wrong lobby he shall not be allowed to correct his error, but, if he announces his mistake before the result of the division is declared, the fact shall be recorded in the minutes.

Result of division.

- (g) When the members shall have resumed their places, the chairman shall announce the result of the division.

Limit to divisions.

The Council shall not proceed to a division on the motion as amended when such motion is in the same terms as an amendment already divided upon and carried.

[21-10-90. 22-12-08]

III.—*The following additional standing orders\* were passed :—*

*Adjournment.*

- 376.**—At the conclusion of any speech the chairman may at his discretion accept a motion, without debate, for the adjournment of the meeting for a specified period not exceeding two hours. Such motion may provide for the adjournment to take place at a specified time not later than one hour after the motion is made.

Adjournment  
for short  
period.

[22-12-08]

- 377.**—The chairman may at any time, if he thinks it desirable in the interests of order, adjourn a meeting or suspend a sitting of the Council for a time to be named by him.

Adjournment  
by chairman.

[22-12-08]

*Paragraphs without recommendations.*

- 378.**—When the Council is taking unopposed business it shall be competent to any member, when motion is made that a report be received, to oppose any paragraph not containing a recommendation, and the report shall be received with the exception of such paragraphs which shall be included among the adjourned reports for consideration at the next ordinary meeting.

Opposition to  
paragraphs  
without recom-  
mendations.

[22-12-08]

*Finance Estimates report.*

- 379.**—Where under the operation of any standing order or resolution a report of the Finance Committee submitting estimates would come on for consideration at the unopposed business stage or would be excluded from consideration it shall be competent to the chairman at any time before declaring the Council adjourned to call on for consideration under the ordinary rules of procedure so much of the report as relates to matters finally dealt with on the reports of other committees.

Finance  
Estimates  
report.

[22-12-08]

*The reference back.*

- 380.**—When a recommendation of a committee is under consideration a motion may be made that the recom-

Motion to refer  
recommenda-  
tion back.

\* These orders are numbered in continuation of those relating to expenditure and other matters, passed on 18th February, 1908.

mentation be referred back to the committee either *simpliciter* or with an instruction. The motion may be made at any time when an amendment may be moved by any member entitled to move an amendment in any terms relevant to the recommendation and otherwise in accordance with standing orders relating to motions. The motion must be seconded. Amendments thereon may be moved, but it shall not be in order to move an amendment to omit the words of reference back. If the Council decides against the motion, a second motion for reference back shall not be made.

[22-12-08]





